



LICENSING BOARD MEETING AGENDA

WEDNESDAY, JULY 31, 2024 AT 4:45 PM

WATERTOWN MUNICIPAL - 106 JONES STREET, WATERTOWN, WI 53094 ROOM 0041

Virtual Meeting Info: <https://us06web.zoom.us/join> Meeting ID: 917 858 0897 Passcode: 53094 One tap mobile +16469313860

<https://us06web.zoom.us/j/9178580897?pwd=eUOpCUyvIV65zIPMYImMdPU1LVLx5L1>

1. CALL TO ORDER

2. REVIEW AND APPROVE MINUTES

- [A.](#) Licensing Board minutes from July 10, 2024

3. BUSINESS

- [A.](#) Review and take action: application for a "Class B" Malt and Liquor License from Gasthaus Watertown LLC DBA Gasthaus (Jessica Vick, Agent) located at 1500 Bridge St for licensing year July 1 2024 - June 30, 2025 (former Gasthaus LLC with a start date of September 1, 2024)
- [B.](#) Review and take action: Temporary Premises Amendment application by Karah Pugh for Local Waters, 109 S Third St. for Blocktoberfest on Saturday, September 21, 2024 during the hours of 3:00 pm - 10:00 pm

4. REPORTS

- [A.](#) Review and discuss: Special Events List
- B. Review and discuss: Monthly Police Report

5. ADJOURNMENT

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at mdunneisen@watertownwi.gov, phone 920-262-4006

A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only



LICENSING BOARD MEETING MINUTES

WEDNESDAY, JULY 10, 2024 AT 4:15 PM

WATERTOWN MUNICIPAL - 106 JONES STREET, WATERTOWN, WI 53094 ROOM 0041

The Licensing Board met on the above date and time in person at the Municipal Building 106 Jones St. in Room 0041 and via Zoom. The following members were present: Mayor McFarland, Ald. Blanke, and Ald. Smith. Absent was Erin Schroeder and Cheri Martin. Staff present were: Police Chief David Brower, and City Clerk Megan Dunneisen. Other members of the public were also present.

1. CALL TO ORDER Mayor McFarland called the meeting to order at 4:18pm

2. REVIEW AND APPROVE MINUTES

- A. Ald. Blanke made a motion to approve the Licensing Board minutes from June 12, 2024, seconded by Ald. Smith and carried by unanimous voice vote.

3. BUSINESS

- A. Ald. Smith made a motion to approve the application for a "Class A" Malt and Liquor License from VAM United Inc DBA Watertown Mart (Poojaben Patel, Agent) located at 330 Summit Ave for licensing year July 1, 2024 - June 30, 2025 (former PNJ Enterprises LLC DBA Watertown BP Mart) conditional on current issued license to PNJ Enterprises being surrendered, seconded by Ald. Blanke and carried by unanimous voice vote.
- B. Ald. Smith made a motion to approve the application for Temporary Class "B" Beer and Temporary "Class B" Wine license from Bartelme-Schwefel Detachment #349 at Marine Corps League Aero Park at 907 Boomer St for the Marine Corps League Annual Picnic event on Saturday, August 24, 2024, from 12:00 pm to 6:00 pm, seconded by Ald. Blanke and carried by unanimous voice vote.
- C. Ald. Blanke made a motion to approve the application for Temporary Class "B" Beer and Temporary "Class B" Wine license from St. Henry Congregation at St. Henry Catholic Church 2024, 412 N Fourth St for the Watertown Catholic Parish Picnic event on Sunday, August 18, 2024 from 11:00 am to 5:00 pm, seconded by Ald. Smith and carried by unanimous voice vote.
- D. Ald. Smith made a motion to approve the Permanent Premises Amendment application by Joshua Mueller for The Drafty Cellar located at 110 S. Third Street conditional on fencing permit and approved fire inspection, seconded by Ald. Blanke and carried by unanimous voice vote.
- E. Ald. Blanke made a motion to approve the Temporary Premises Amendment application by Erin Schroeder at Run-Inn Erin's, 700 N 4th Street, for the annual St. Jude's Bags Tournament fundraiser on Sunday, July 14th, 2024, with a rain date of Sunday, July 28th, 2024, during the hours of 10:00 am and 6:00 pm conditional on outside east boundary having fencing, seconded by Ald. Smith and carried by unanimous voice vote.
- F. Ald. Smith made a motion to convene into closed session pursuant to Wis. Stats. 19.85(1)(b) Considering licensing or discipline of any person licensed by a board or commission or the investigation of charges against such a person, and the taking of formal action on any such matter; provided that the person licensed is given actual notice of an evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand the evidentiary hearing or meeting be held in open session. This closed session does not apply to any such evidentiary hearing or meeting where the person licensed requests that an open session be held to discuss specific licenses: Application for operator license: Megan Fileto,

seconded by Ald. Blanke and carried by roll call vote of: Yes; 3 (Smith, Blanke, McFarland), No;0.

- G. Mayor McFarland made a motion to reconvene to open session, seconded by Ald. Blanke and carried by unanimous voice vote.
- H. Ald. Blanke made a motion to deny the application for operator's license from Megan Fileto due to Cat. V of the City of Watertown Licensing Guidelines, seconded by Ald. Smith and carried by unanimous voice vote.
- I. Ald. Blanke made a motion to convene into closed session pursuant to Wis. Stats. 19.85(1)(b) Considering licensing or discipline of any person licensed by a board or commission or the investigation of charges against such a person, and the taking of formal action on any such matter; provided that the person licensed is given actual notice of an evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand the evidentiary hearing or meeting be held in open session. This closed session does not apply to any such evidentiary hearing or meeting where the person licensed requests that an open session be held to discuss specific licenses: Application for operator license: Carissa Sterwald-Finch, seconded by Ald. Smith and carried by roll call vote of: Yes; 3 (Smith, Blanke, McFarland), No;0.
- J. Ald. Blanke made a motion to reconvene to open session, seconded by Ald. Smith and carried by unanimous voice vote.
- K. Ald. Smith made a motion to approve the application for operator's license from Carissa Sterwald-Finch, seconded by Ald. Blanke and carried by unanimous voice vote.
- L. Discussion on changing August Licensing Board meeting due to the August 13 election – Consideration of July 31st at 4:45pm.

4. REPORTS

- A. The Special Events List was presented. Event list to be sorted by date of event for future.
- B. The Monthly Police Report was presented.

5. ADJOURNMENT Ald. Blanke made a motion to adjourn at 4:58 pm, seconded by Ald. Smith and carried by unanimous voice vote.

Respectfully submitted,

Megan Dunneisen, City Clerk

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.

RECEIVED

JUL 02 2024

Section 3, Item A.

Form
AB-200

Alcohol Beverage License Application

For Municipal	
Municipality	C. Watertown
License Period	2024-2025

License(s) Requested: (up to two boxes may be checked)

- ☐ Class "A" Beer \$ _____ ☒ Class "B" Beer \$ 100.00
- ☐ "Class A" Liquor \$ _____ ☒ "Class B" Liquor \$ 450.00
- ☐ "Class A" Liquor (cider only) \$ _____ ☐ Reserve "Class B" Liquor \$ _____
- ☐ "Class C" Liquor (wine only) \$ _____

Fees	
License Fees	\$
Background Check Fee	\$
Publication Fee	\$175.00
Total Fees	\$

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) AMERICAN VICK Gasthaus Watertown LLC			
2. Business Trade Name or DBA GASTHAUS WATERTOWN			
3. FEIN 99-2677543		4. Wisconsin Seller's Permit Number 456-1031743524-04	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization			
6. State of Organization WI		7. Date of Organization 04/24/2024	
8. Wisconsin DFI Registration Number G071958			
9. Premises Address 1500 BRIDGE ST			
10. City WATERTOWN		11. State WI	12. Zip Code 530994 53094
13. County Jefferson	14. Governing Municipality: <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: WATERTOWN		
15. Aldermanic District			
16. Premises Phone (920) 261-7054		17. Premises Email GASTHAUS2024@OUTLOOK.COM	
18. Website			
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. BAR AND GRILL - KITCHEN, BAR, DINING AREA, RESTROOMS, closet, basement			
20. Mailing Address (if different from premises address) S17W36889 HENRY ST			
21. City DOUSMAN		22. State WI	23. Zip Code 53118

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. ☐ Yes ☒ No

If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages. ☐ Yes ☒ No
- If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? ☐ Yes ☒ No
- If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? ☐ Yes ☒ No
- If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity

4b. Business Entity FEIN

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. ☒ Yes ☐ No
6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? ☐ Yes ☒ No
7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? ☐ Yes ☒ No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
VICK	JESSICA	OWNER	(262) 443-2853

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor • one general partner of a partnership • one corporate officer • one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name VICK		First Name JESSICA		M.I. M
Title OWNER		Email GASTHAUS2024@OUTLOOK.COM		Phone (262) 443-2853
Signature <i>Jessica M Vick</i>			Date 06/28/24	

Part E: For Clerk Use Only

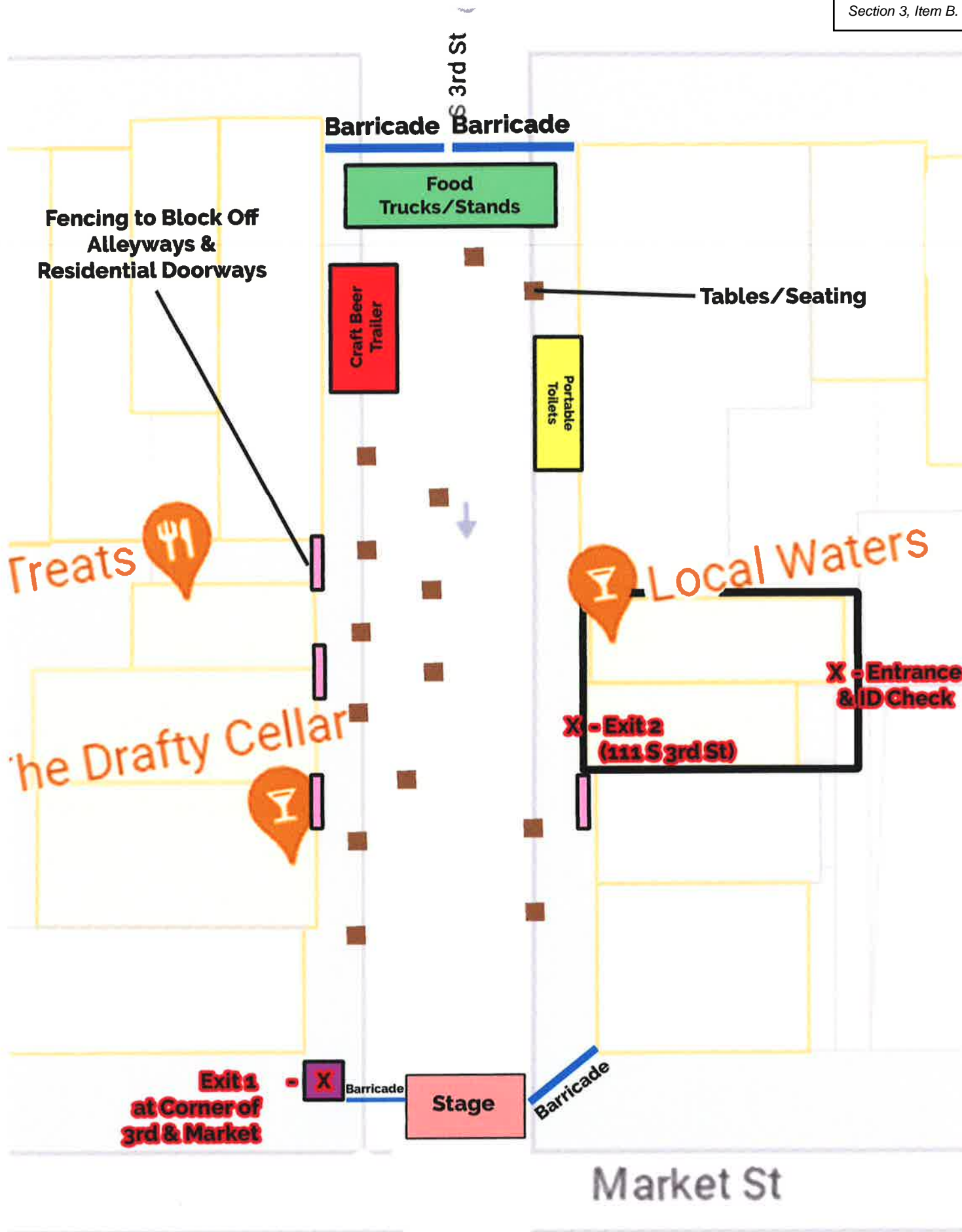
Date Application Was Filed With Clerk 7-2-24	License Number 2134	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	

JUN 20 2024

Request for Beer/Liquor License Premise AmendmentName of Applicant: Karah PughName of Establishment: Local WatersAddress of Premise: 109 S. 3rd St.Date(s) of Premises Amendment: Sept 21 2024Hours requested: 11am- 11pm Set up
3pm- 10pm @ sales

Describe proposed amendment (include dimensions): _____

1st block of S 3rd St from Main St. to Market St.Proposed event (reason for amendment): Blocktoberfest****Please attach a map of the proposed area to this form. ****
Signature of applicant



City of Watertown, WI
Monday, June 10, 2024

Chapter 220. Alcohol Beverages and Other Beverages

Article I. Licensing and General Regulations

§ 220-9. Regulation of licensed premises and licensees.

- F. Outside sales; consumption; possession of open intoxicants. Possession of open intoxicants shall be defined as provided under § **410-52**. Sales, consumption, or possession of open intoxicants with respect to alcohol beverages authorized under a retail Class "A," "Class A," Class "B," "Class B" or "Class C" license (except for picnic licenses) shall be limited to the internal confines of the licensed premises, except for those holders of a retail Class "B," "Class B" or "Class C" license and subject to the following restrictions:
- (1) The area to be licensed must be an area immediately adjacent to and abutting the licensed premises of the applicant's retail Class "B," "Class B" or "Class C" alcohol beverage license.
 - (2) "Outside sales area" is defined as "an open area immediately adjacent to and abutting the licensed premises of the applicant's retail Class "B," "Class B" or "Class C" alcohol beverage license where fermented malt beverages and alcohol beverages are sold, served or consumed."
 - (3) At any part of the outside sales area not blocked by a building, there shall be maintained or constructed a temporary fence or enclosure at least four feet in height.
 - (4) Entry to the outside sales area shall not be through an access point in the enclosure or fence and shall only be gained from the interior of the licensed premises.
 - (5) The outside sales area shall not be greater than the floor space of the abutting licensed premises unless specific exemption is granted by both the Licensing Board and Common Council. The exemption shall be renewed annually with the alcohol beverage license subject to approval by the Licensing Board and Common Council.
 - (6) The outside sales area capacity shall be in accordance with the State Fire Code, and the maximum capacity shall be separately posted within the outside sales area.
 - (7) The outside sales area shall not be open for the sale, service or consumption of alcohol beverages before 10:00 a.m. and shall not remain open for the sale, service or consumption of alcohol beverages after 10:00 p.m. Sunday through Thursday and 11:00 p.m. Friday and Saturday and on federally recognized holidays.
 - (8) The noise levels emanating from any outside sales area shall not violate § **410-40** of the Watertown Code of General Ordinances.
 - (9) Entertainment or events which include the operation or use of any radio, stereo or other mechanical or electrical device, instrument, or machine, and television may be broadcast or displayed on the exterior of the licensed premises or in the outside sales area between the hours listed in Subsection **F(7)**.
 - (10) No live entertainment or event may be performed on the exterior of the licensed premises or in the outside sales area for a continuous block exceeding four hours in a twenty-four-hour

period. The live entertainment or event may only be performed between the hours of 10:00 a.m. and 10:00 p.m. Subsection **F(7)**. The licensee shall not have more than four live entertainment or events in any calendar month and shall register said event with the City 24 hours prior to the event taking place and no more than 20 live entertainment or event in any year. Regularly scheduled leagues are excluded from this monthly limitation. "Leagues" are defined to include but are not limited to volleyball, baseball, horseshoes, or bags.

- (11) The retail Class "B," "Class B" or "Class C" licensee, his/her employees or agents shall be responsible for preventing violations of this article and shall operate the outside sales area in conformity with Ch. **125**, Wis. Stats., and Article **I** of this chapter.

City of Watertown, WI
Monday, June 10, 2024

Chapter 410. Peace and Good Order

Article IX. Gambling, Tobacco, Alcohol and Drugs

§ 410-52. Possession of alcohol beverages on public ways.

[Amended by Ord. No. 09-33]

- A. No person shall have in his possession any open can, bottle or other receptacle containing alcohol beverages or drink from the same on any public street, sidewalk, boulevard, boardwalk, alley or public parking lot or on or in any vehicle parked on a public street, alley or public parking lot. "Public parking lot" shall include all premises held out to the public for use of their motor vehicles, whether such premises are publicly or privately owned, and whether or not a fee is charged for the use thereof.
- B. No person shall have in his possession any open can, bottle or other receptacle containing alcohol beverages or drink from such can, bottle or receptacle on the Watertown Riverwalk and the contiguous public property between the Cady Street Bridge and the Milwaukee Street Bridge along both the east side and west side of the Rock River.
- C. Exceptions.
 - (1) This section shall not apply to such events for which a Class "B" picnic license has been obtained under Chapter **220** of this Code.
 - (2) This section shall not apply to those areas designated in Subsection **A** of this section that may be temporarily closed for a City-approved event.
[Added by Ord. No. 05-19]

PERMIT #	DATE OF EVENT	DECISION DATE	EVENT NAME AND ORGANIZATION WITH EVENT DESCRIPTION	REPEAT OR 1ST YEAR	CITY SPONSORED?	EVENT FOR A FEDERAL HOLIDAY? (no fees)
	7/16/1905		Town Square event listing submitted 10/31/2023 per agreement			
2024-03	2/10/2024		MAIN STREET PROGRAM Dessert Tasting	1st Year	No	no
2024-06	3/3/2024		CHAMBER - MORNING MIXER Adult Beverage Walk	Repeat	No	no
16/2024	3/16/2024		JIG JOG - Run	Repeat	No	no
2024-07	4/27/2024		CHAMBER WHISKEY WINE WALK Adult Beverage Walk	Repeat	No	no
2024-11	5/10/2024	6/5/2024 APPROVED	St. Marks - Year end school Event	1st year	no	no
2024-15	5/27/2024	5/5/2024 APPROVED	City Vets Council Memorial Day Ceremony	Repeat	Yes	Yes
2024-17	6/13/2024	6/5/2024 APPROVED	Moose Lodge Annual Car Show	1st Year	No	No
2024-10	6/22/2024	5/1/2024 APPROVED	Rock River Community Clinic- TOUR-DA-GOOSE- Bike Ride	Repeat	No	no
2024-19	7/3/2024	6/5/2024 APPROVED	Am legion 4th of July Celebration	Repeat	Yes	Yes
2024-09	7/4/2024		4th of July Parade Committee - Federal holiday Parade	Repeat	Yes	yes
2024-02	7/9/2024		POLICE DEPARTMENT Safety Fair	Repeat	Yes	no
2024-16	7/13/2024	6/5/2024 APPROVED	Downtown Watertown Craft Beer Walk - Main Street Program - Increase traffic and awareness to downtown	Repeat	No	No
	7/20/2024	7/3/2024 POLICE CHIEF AND MAYOR APPROVAL	Main Street Program annual Sidewalk sale to promote business to downtown shopping	Repeat	Police Chief and Mayor approval to change date - no other approval needed - see sidewalk sales ordinance	no
2024-08	7/27/2024	5/1/2024	UNITY Vendor fair to celebrate LGBTQ & Pride CANCELLED	Repeat	No	no
2024-01	8/8/2024		RIVERFEST Community Festival	Repeat	No - see Riverfest Agreement	no
2024-25	8/18/2024	8/7/2024	St Pauls Church picnic	1st Year	no	no
2024-21	8/24/2024	8/7/2024	MC - Bartelme-Schwefel Detachment #349 - Annual Fundraiser	Repeat	No	No
2024-12	8/25/2024	6/5/2024 APPROVED	Town Square Event - Christian Concert	1st year	no	no
2024-14	8/31/2024	6/5/2024 APPROVED	Fiesta at the Park - Sam Galaviz - Promote positivecross cultural activities	1 st year	no	no

2024-20	9/5/2024	7/3/2024	Watertown Chamber of Commerce Wine Walk - Drive traffic to downtown business	Repeat	No	No
2024-13	9/21/2024	6/5/2024 APPROVED	DONUT DASH - Watertown Police Department - run/walk fundraiser	Repeat	yes	no
21/2024	9/21/2024	8/7/2024	BLOCKTOBER FEST - Community Festival focusing on german heritage hosted by Local Waters	Repeat	no	no
2024-24	10/4/2024	8/7/2024	Watertown High School yearly homecoming parade	Repeat	no	yes
2024-05	05/01/2024 - 10/31/2024		MAIN STREET PRORGRAM Year Farmers Market	Repeat	No	no
	6/13 7/11-8/15 9/12	45448	Town Square Event - Thirsty Thursdays	2nd Year	yes	no
TOTAL = 23 (not including 10/31 Town Square Events or Cancelled events)						